



CITY OF LODI

COUNCIL COMMUNICATION

AGENDA TITLE: Destruction of Certain Records Retained
by the Lodi Police Department

MEETING DATE: January 18, 1995

PREPARED BY: Police Chief

RECOMMENDED ACTION: That the City Council grant permission to
destroy certain records listed below in excess
of five (5) years of age.

BACKGROUND INFORMATION: In the interest of conserving storage
space, the Lodi Police Department makes
this annual request to destroy certain
records in excess of five (5) years of age
as follows:

- 1) Background investigations and employment records of previous
employees who have left employment with the City over five years
ago. This does not include retirees.
- 2) Background investigations of previous applicants not hired, over
five years old.
- 3) Crime reports, incident reports and traffic reports over five
years old, except for those with pending court action and all
homicide investigations.
- 4) Investigations of Citizens Complaints over five years old.

FUNDING: None Required


Larry D. Hansen
Chief of Police

LDH:sm
cc: City Attorney

APPROVED: _____

THOMAS A. PETERSON
City Manager



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RESOLUTION NO. 95-06

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A RESOLUTION OF THE LODI CITY COUNCIL
AUTHORIZING DESTRUCTION OF CERTAIN RECORDS
RETAINED BY THE LODI POLICE DEPARTMENT

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WHEREAS, in accordance with Government Code §34090, the City Attorney has filed his written consent to the destruction of certain records retained by the Lodi Police Department, an inventory of which is attached hereto, marked Exhibit A, and thereby made a part hereof;

NOW, THEREFORE, BE IT RESOLVED by the Lodi City Council that:

1. The records heretofore identified are no longer required.
2. The Lodi City Council finds that the City Attorney has given his written consent to the destruction of the records inventoried on Exhibit A attached hereto and the destruction of those records is hereby authorized.

Dated: January 18, 1995

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I hereby certify that Resolution No. 95-06 was passed and adopted by the Lodi City Council in a regular meeting held January 18, 1995 by the following vote:

Ayes: Council Members - Davenport, Pennino, Sieglock, Warner
and Mann (Mayor)

Noes: Council Members - None

Absent: Council Members - None


Jennifer M. Perrin
City Clerk

E X H I B I T A

INVENTORY OF CERTAIN RECORDS RETAINED BY THE LODI POLICE
DEPARTMENT REQUESTED TO BE DESTROYED PURSUANT TO GOVERNMENT CODE
SECTION 34090

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- 1) Background investigations and employment records of previous employees who have left employment of the City over five years ago. This does not include retirees.
- 2) Background investigations on previous applicants not hired, over five years old.
- 3) Crime reports, incident reports and traffic reports over five years old, except for those with pending court action and all homicide investigations.
- 4) Investigations of citizens' complaints over five years old.

Dated: 1-9-95


Larry D. Hansen
Chief of Police

APPROVED FOR DESTRUCTION


BOB McNATT
City Attorney

Dated: Jan 9, 1995